

MINUTES ADOPTED BY CITY COUNCIL

Greenville, NC
November 10, 2003

The Greenville City Council met in a regular meeting on the above date at 6:00 PM in the City Council Chambers, third floor of the Municipal Building, with Mayor Robert D. Parrott presiding. The meeting was called to order, followed by the invocation by Council Member Dunn, and the pledge of allegiance to the flag. The following were present.

Mayor Robert D. Parrott
Mayor Pro-Tem Ric Miller
Council Member Mildred A. Council
Council Member Ray Craft
Council Member Pat Dunn
Council Member Rose H. Glover
Council Member Chip Little
Marvin W. Davis, City Manager
Wanda T. Elks, City Clerk
David A. Holec, City Attorney

APPROVAL OF AGENDA

Motion was made by Council Member Dunn and seconded by Council Member Little to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA - APPROVED

Motion was made by Council Member Craft and seconded by Council Member Glover to approve all the items under the consent agenda as listed below. Motion carried unanimously.

- (1) Minutes of the September 16, 2003 City Council/Greenville Utilities Commission meeting; September 22, 2003 City Council/ Comprehensive Plan Committee meeting; September 26, 2003 City Council facilities tour; September 29, 2003 City Council Progress Tour; and October 6 and October 9, 2003 City Council meetings
- (2) Ordinance establishing "No Parking" zone on south side of East First Street (Ordinance No. 03-102)
- (3) Ordinance installing multi-way stop signs at intersections of Tucker Drive and Woodwind Drive and Rondo Drive and Cadenza Street (Ordinance No. 03-103)
- (4) Award of encroachment agreement for Eastern Radiology, Inc. to place communication lines along West Arlington Boulevard at Hemby Lane (Contract No. 1292)

BOARDS AND COMMISSIONS PRESENTATIONS

Citizens Advisory Commission on Cable Television

Mr. Mike Ruff, Chairman of the Citizens Advisory Commission on Cable Television, stated that the original Cable Act was passed in 1984 and because there had been changes, a review of the federal laws was needed to determine if the City was still in compliance with the Cable Act and the current State and federal laws. Additionally, the City ordinances should be reviewed to make sure they still serve the needs of the City.

Mr. Ruff reported that the Greenville Public Access Television Corporation was initially formed with a contract that expired in 2000 and that the contract should be renewed to protect both the Corporation and the City of Greenville. Mr. Ruff informed the City Council that the members of the Greenville Public Access Television Corporation would like to have some official representation in the franchise negotiations and believe this would be beneficial to both Greenville and the Corporation. Mr. Ruff suggested a funding proposal where the City of Greenville would earmark an amount above the current spending level, from the growth in franchise fees, to the Greenville Public Access Television Corporation, which would be set by the City Council. This proposal would enable the Greenville Public Access Television Corporation to be independent from East Carolina University and would ensure the continued existence of the corporation.

Mr. Ruff stated that the Citizens Advisory Commission on Cable Television had served its purpose. The Commission was originally established to set up and operate the Education Access channel, the Government Access Channel, and the Public Access Channel and to provide advice to the City Council regarding the cable franchise. Initially, the municipalities had more say in the cable franchise, but since federal laws have changed the only fee that can be controlled by a municipality is the basic service fee. Mr. Ruff reported that the establishment of the Greenville Public Access Television Corporation took the Public Access Channel out of the hands of the Commission. The Education Access Channel is presently handled by the Pitt County Board of Education, and the Government Access Channel is doing well. The Commission has been unable to provide official advice regarding the cable franchise because there has been trouble making a quorum. Mr. Ruff suggested that a commission be formed prior to cable franchise negotiations of citizens who possess technical and legal knowledge that would be useful to the City Council during the negotiations and that there was not a need for a Commission between negotiations. Mr. Ruff reminded the City Council that the cable franchise would be up for renewal in 2006 and that the items mentioned should be dealt with before that time.

Greenville Utilities Commission

General Manager Malcolm Green reminded the City Council of Hurricane Floyd and the flood and stated that Greenville Utilities had taken actions to help prevent future flooding of the electrical systems. General Manager Green explained that the public power systems in North Carolina practice a mutual aid program. When there are major problems in other areas in the state, Greenville Utilities has gone and helped rebuild their systems, and some of these same cities will come to Greenville's aid if we are ever in need. The program is a big asset and shows the advantages of public power by getting their customers' electricity back on a lot faster than

other utilities in the state. Greenville Utilities constantly does renewal replacements, adding new lines, replacing old poles, and putting in bigger wire so that the electric system is always ready if there is an emergency. General Manager Green informed the Council that after every storm, Greenville Utilities critiques their emergency plan and actually rewrote the plan after Hurricane Floyd.

General Manager Green explained that through the Water and the Flood Mitigation Project, Greenville Utilities has also taken steps to prepare the Water Treatment Plant in case of another flood. Even though the plant was under water during Hurricane Floyd, the sandbags kept the plant running the entire time. Should there be another flood, every critical component of the plant is protected by a berm that is two feet higher than it was during Hurricane Floyd, and staff feels that any risk for the community and customers has been eliminated.

General Manager Green informed the City Council that the final touches on an expansion of the water treatment plant are being put in place. The Plant already had a capacity of 15 million gallons a day and now has a capacity of 22.5 million gallons a day. The Plant also meets all the clean water standards for this year. Because Greenville Utilities has a good reserve capacity, staff is negotiating to do off-peak water sales with surrounding communities that use well water. Anyone using well water in the 15-county region around Greenville is now required to do a 25% reduction each 5 years for the next 15 years. Greenville Utilities has worked out a plan that will allow the public to buy water 90% of the time and then go off line and use their own wells for 10% of the time when Greenville Utilities needs the plant. This plan will enable Greenville Utilities Commission to have a large facility that can produce effectively and will also help hold rate increases to a lower number in the future. General Manager Green informed the Council that one of the Commission's concerns with using surface water was droughts similar to what happened two years ago when the Piedmont was excessively hit with drought conditions and some areas actually ran out of water. Greenville was one of the few surface water systems that never had any curtailment. One of the key reasons is because Greenville's Water Treatment Plant intake is below sea level and during drought conditions and low periods of water flow, the river flows backwards with the lunar tide and that helps to get extra capacity. This type of system will not take Greenville Utilities Commission long into the future; however, Greenville Utilities Commission is presently the only public water system in North Carolina that has been granted a permit to put in an aquifer storage system. The system will allow Greenville Utilities to treat water and store it underground, and when the water is pulled back out it will not have to be retreated. The aqua storage system will serve as an underground reservoir without having to spend millions of dollars to build a reservoir. Also, the system will offset a future plant expansion down the road because during peak periods other water customers who are buying wholesale will go off line and Greenville Utilities will then be able to pull maximum storage. General Manager Green stated that because the Tar River has nutrient-sensitive water, and there are a lot of issues regarding fish kills, Greenville Utilities has installed the highest technology that can be obtained on biological nutrient removal. Greenville Utilities Commission has made a commitment to safeguard the environment.

General Manager Green informed the City Council that construction was in place and Greenville Utilities will be adding sewer services for Bethel, and Grimesland will be coming on within the next few months and will also be provided services. Greenville Utilities continues to keep their infrastructure up to date. As late as the early 1960's, there was not a wastewater treatment plant

in Greenville and the sewer lines ran through creeks and down into the river as raw sewage. All the sewer lines were tied together in the early 1960's, and a wastewater treatment plant was put in. The pipes are now getting old and full and the pipes are deteriorating from the inside, and a lot of energy, effort and money are being spent to replace or refurbish the pipes.

General Manager Green stated that there were concerns regarding the price of natural gas. Greenville Utilities has a newly expanded liquid natural gas facility where gas can be stored in Greenville in a liquid form and then boiled off in the wintertime. This has served the customers well and has helped to keep the cost of gas down. Greenville Utilities also offers customers four payment programs. The Advantage Bill Program gives customers a choice to pay either a market price that fluctuates during the year or for customers who are on a fixed income or have a need for fixed gas prices, Greenville Utilities is now buying gas futures and the customer's gas prices can be set for 12 months regardless if the cost goes up or down. Greenville Utilities has added to this program by allowing the customer to cap their payment, where the payment will not go up but can go down. Another program is the Budget Bill Program, which divides the customer's utility cost by 12 and the customer pays the same amount all twelve months. This program is also offered to electric customers as well. Greenville Utilities is also offering a Neighbor-to-Neighbor Program planned to help the less fortunate in the community. Customers can contribute a small amount in their utility payment, and Greenville Utilities will collect the additional money and then match the amount dollar for dollar up to \$10,000. \$8,000 has been collected this year, and Greenville Utilities will match it with \$8,000. The Department of Social Services will administer the funds to those who are less fortunate.

General Manager Green informed the City Council that because manufactured homes cannot be shipped without some type of central heat, the homes are coming in from the manufacturer with electric resistance heating which is the most expensive heat but is the cheapest system to install. Greenville Utilities has obtained a state grant through the State Energy Office and has developed a program called Upgrade and Save. With the grant, Greenville Utilities will convert over 200 manufactured homes that will be sold over the next few months. The mobile homes will be converted before they leave the factory to heat pump which runs for one-third of the cost of an electric furnace. Greenville Utilities will document this program as a case study with hopes that the federal government will allow a rewrite to their legislation that manufactured homes be equipped at the local level with heat pumps, and Greenville Utilities' staff believes this will happen.

Council Member Little asked if there was a sign up period for the Advantage Bill Program, and General Manager Green replied that the sign up period was August 1 through September 30 and the reason for this is because Greenville Utilities has to buy the gas 12 months in advance. General Manager Green stated that anyone interested in the program should call the Greenville Utilities Commission.

Council Member Council asked what the maximum amount was per home that the Department of Social Services could assist through the Neighbor-to-Neighbor Program, and General Manager Green responded that he was unsure how Social Services administered the funds but he thought there were different criteria depending on income.

Council Member Dunn asked how Greenville Utilities collected the money for the Neighbor-to-Neighbor Program, and General Manager Green replied that the customers agree to have \$5.00 or \$10.00 added onto their utility bill and the additional money is set aside for the Neighbor-to-Neighbor Program.

Council Member Glover asked about advertising of the Neighbor-to-Neighbor Program, and General Manager Green replied that the program was advertised in the newspaper, bill inserts, on the Public Access Channel, and signs are posted around the Greenville Utilities offices. General Manager Green informed the City Council that this was only the second year of the Neighbor-to-Neighbor Program and that it has been successful.

Mayor Pro-Tem Miller stated that several businesses participate in the program and not just individuals.

Redevelopment Commission

Mr. Don Edwards, Chairman of the Redevelopment Commission, stated the only way Greenville would become a great small city is to do everything possible to improve West Greenville and the downtown area. When West Greenville is improved and revitalized and downtown is revitalized then Greenville will become even a better city and that will lead to more economic development and continue to spiral up. Mr. Edwards further stated that he applauded the City Council for establishing a Redevelopment Commission and that all of the members on the Commission are committed to making Greenville a better place. The Redevelopment Commission was established in June 2002, and the members are Minnie Anderson, Vice Chair; Mary Chapman; Kelly Barnhill; Britt Laughinghouse; Ashley Finner; and Bob Thompson. The first meeting was held in December 2002 to establish the goals and bylaws. Mr. Edwards informed the City Council that the Commission had applied for a Z. Smith Reynolds Grant and a grant from the Golden Leaf Foundation, and it is not known if Greenville will receive either of the grants but Greenville is still in the running and the Commission members will keep trying to obtain funds from other places. Mr. Edwards further stated that the City Council previously allocated \$125,000 for a Center City Redevelopment Plan, and the Planning and Community Development Department sent out requests for proposals and many were received. The Commission was very diligent in looking at all the proposals, and DesignStrategies, LLC headed by Mr. Ken Betsch was chosen. The Commission is very confident that the DesignStrategies, LLC team along with Holland Consulting Planners, Inc. and Hammer Siler George, Inc. can do a wonderful job. The redevelopment plan is expected to take 8 to 12 months to complete. The components of the plan will include economic and market analysis, a physical redevelopment plan, a financial review, and implementation plan.

Mr. Edwards explained that it is important that the 10th Street Connector be attractive and to have economic development along the new connector road with a wonderful ingress to really revitalize West Greenville and to make for an exciting entrance into the City and University. The commission is working hand in hand with the Planning and Community Development Department and their 45-block Revitalization Plan. Mr. Edwards reported that there needs to be more homeownership in West Greenville and there have been discussions regarding an independent living center for West Greenville, affordable housing, and student housing expanding into the area. There have also been discussions about the revitalization of the center

of the City, and Mayor Parrott and the City Council have a great vision for a hotel and perhaps a conference center with meeting rooms for the uptown area. (This statement was Mr. Edwards' opinion and not the opinion of members of City Council.) There are also great possibilities to improve the area around the Town Commons such as residential living in the area. Mr. Edwards commended and thanked the City Council for all of their hard work and for their foresight to establish a Redevelopment Commission.

Historic Preservation Commission

Ms. Candace Pearce, Chair of the Historic Preservation Commission, informed the City Council that Greenville now has a National Register Downtown District, which allows for 40% tax credits that come with redeveloping a historic building. Ms. Pearce stated that from 1998 to 2003, the City of Greenville with \$10,000 from Uptown Greenville has put together \$95,363 worth of façade grants, which has resulted in improvements of \$561,553. Without the tax credit and the façade grants, the City would never have been able to create the Downtown Historic District. During the past year the Commission has made the guidelines easier to understand and letters were sent to all the contractors who do work in the historic area, notifying them of the new guidelines. Also, three people have received awards for excellence by the committee: Mrs. Cox of Cox Florist was awarded the Sally Southhall Cotton award, a general excellence award in community service; Dr. Robert Deidrick received the R. L. Humber award for his restoration work in the District; and Mr. John O'Brien for work done on Fifth Street/Martin Luther King Drive. Ms. Pearce further stated that the Historic Preservation Commission is a strong board that always has a quorum, and everyone on the Commission is committed to preserving the building environment of Greenville and appreciates the City Council's help.

Public Transportation and Parking Commission

Ellen Flanagan, Chairwoman of the Public Transportation and Parking Commission, stated that the Public Transportation and Parking Commission was created for the purpose of monitoring the needs of the citizens relating to public transportation throughout the city and parking needs within the uptown area. The seven members of the commission are Ellen Taylor Flanagan, Chairperson; Robert Thompson, Vice Chairperson; Steve Krpata; Charles Thomas; Margaret Gemperline; Margaret Dixon; and Jonathan Russell. Council Member Pat Dunn serves as Council Liaison. During the past year, transit priorities of the Commission included completion of the Regional Transit Feasibility Study involving the citizens of Greenville, Pitt County, East Carolina University, Pitt County Memorial Hospital, and the North Carolina Department of Transportation. This study examined the needs and potential for regionalization of transportation services in the Greenville area. A presentation on the study, which looked at transportation needs and resources from a community wide and regional perspective, was recently sent to the Council Members. The consultant recommended the establishment of a Public Transit Authority that would oversee public transportation within Pitt County and the surrounding region. Ms. Flanagan explained that this would involve the merger of GREAT and PATS, the County's human service transportation system. The Public Transportation and Parking Commission is very interested in further development of this plan, which would provide more transit options for the citizens.

Ms. Flanagan stated that Greenville participated in a consolidated bid process with other North Carolina transit cities for the purchase of replacement transit buses. Four heavy-duty, low-floor buses have been received, and a dedication ceremony was held on June 18, 2003 when the buses were put into service. The passengers, Commission members, local officials and dignitaries, drivers and other staff as well as interested citizens welcomed the new buses, and the buses began providing improved services to the citizens of our community. Ms. Flanagan informed the City Council that during the previous year ridership totaled over 196,000 passenger trips, an increase of over 500 trips from the previous year.

Ms. Flanagan explained that the Public Transportation and Parking Commission also advises on parking related issues in the uptown area. Parking issues addressed by the Commission include public lot usage for both leased and visitor spaces, review of request for short term or long-term parking space leases, review of parking space usage, recommendations on parking lot signage, location of spaces in City-owned lots, and in the past the Commission reviewed fees charged for parking in the uptown area. The Commission continues to address new signage in lots to provide better parking information for motorists. In addition, the Commission has worked diligently with uptown businesses to help them meet their parking needs. Because parking availability is a key to attracting businesses uptown, the Commission feels it is now time to seriously explore the feasibility of an uptown parking deck. The Commission will continue to make recommendations on parking as it relates to relief of traffic congestion on streets and ease of access to businesses and public areas in uptown Greenville. The Public Transportation and Parking Commission is very interested in efforts to ensure the vitality of our uptown and the livability of our community for all citizens.

PRESENTATION OF FY 2002-2003 AUDIT BY MARTIN STARNES AND ASSOCIATES, CPAS, P.A.

Ms. Bernita Demery, Director of Financial Services, stated that she was pleased to provide the City Council with the results of operations for the 2003 fiscal year. Ms. Demery explained that financial actions were taken during a year of slower economic growth to secure a good financial year for the City of Greenville. The City has received an unqualified opinion with no audit findings or questionable costs. The City's revenues were 3% over budget and expenses were 9% under budget. Based on these results of operations, the City will be able to make transfers to the Capital Reserve Fund for the first time since 1999. Ms. Demery informed the City Council that Bryan Starnes, who is a partner with Martin Starnes and Associates, will be present for the November 13, 2003 City Council meeting to make a formal presentation and also to answer any questions that the Council may have.

PRESENTATION REGARDING STATUS OF EXPANSION/RENOVATION OF ADMINISTRATIVE FACILITIES

Mr. Richard Johnson with The East Group informed the City Council that the Space Needs Study had been completed, and an additional workshop was held with all the department heads, and another meeting will be held with the Steering Committee. The City's total space needs is 68,787 square feet and the subparts are the needs for existing use, needs to accommodate growth into a 10-year horizon, and an additional entry space to accommodate growth needs into a 20-year horizon. Mr. Johnson explained that the study represents a summary of department by

department analysis that came as a result of meeting with the departments. Approximately 34,000 square feet of space is being occupied in the existing City Hall and Community Building. The additional space that is being proposed to meet the City's needs is comprised of office space, future space for additional personnel, additional meeting rooms that the City currently does not have, and additional work and support rooms as well as mechanical, electrical and data areas.

Mr. Johnson explained that the space for future growth for a 10-year horizon is approximately 22% of the total additional space. 10% of the additional space is for new meeting rooms, 14% is for work and support areas, 9% for mechanical and electrical data areas, and 33% to take the horizon out to 20 years. There is approximately 44,600 square feet in the City Hall and Greenville Utilities buildings, and approximately 24,000 square feet in additional construction will be necessary. Two different schemes have been looked at to determine how the new construction might fit with the existing buildings. Mr. Johnson delineated the areas around the present Greenville Utilities Commission building on an illustration and stated that one scheme is a two-story scheme that would be desirable for a number of reasons if the City of Greenville were able to acquire an additional piece of property. Another scheme is a three-story scheme that can be built on property currently owned by the City. A three-story scheme also has other benefits that would make it work even better if additional property could be acquired. Common to both schemes, it is felt that a common kind of atrium space would help organize circulation as well as provide for the periodic large numbers of people that would come through the space. Both schemes show the Council Chambers on an upper floor so that the higher ceiling height will not cause a problem and longer building spans could be more efficient.

Mr. Johnson informed the Council that The East Group will attend later meetings and present more detailed design information so that everyone can begin to visualize what the buildings might look like and to enable the East Group to develop more details and begin giving cost estimates for construction. Mr. Johnson explained that when going through the space needs it was noted that to provide for the 20-year growth, the total square footages are larger than were anticipated when the study began.

Council Member Little asked about the advantages and disadvantages between the two-floor scheme and the three-floor scheme and if the City would have to purchase an additional parcel if the two-story scheme is chosen. Mr. Johnson replied that when trying to provide for future space, it becomes a challenge to provide space in a way that it is easily used by a variety of different departments. A two-story scheme provides more space on a floor plate relative to some of the existing functions. The density on the site is another visual issue regarding how the building will be perceived from South Greene Street. Mr. Johnson reminded the City Council that years ago when the East Group prepared the master plan, one of the initial concepts was in order to meet the City's space needs over time it would be efficient to build buildings in increments, and the plan was to try to locate those buildings around the intersection of Martin Luther King and Greene Street in a campus concept. This will work better visually if the City is able to acquire additional property and for the building to approach the corner. There is not a big issue in terms of Greenville Utilities Commission's floor heights to the heights of the City Hall building, but it does crowd the site. Acquiring the corner parcel and extending the building along the street will be desirable whether the City elects to go with a two-story or a three-story scheme. With the three-story scheme, the entire middle floor would be devoted initially to multi-use meeting areas for the community at large and it would then be taken over in the future

as growth needs materialize. The space could also be shelled in at a lower cost.

Mayor Parrott asked if the City Council chose the two-story scheme and acquired the additional property, could another story be added at a later date and if it would be done in the foundation. Mr. Johnson replied that it is done in the structural steel and that the Greenville Police/Fire Rescue Facility was designed for an additional story. Mr. Johnson informed the City Council that there are some difficulties with doing this having largely to do with disruption and moving of roof top mechanical equipment. It is doable, but it would be more cost effective to shell in space initially even if it is not finished and then finish it later for fairly low-density uses like multipurpose meeting rooms. Mr. Johnson stated that The East Group will come back to Council with options that have visual pieces, and the Council will be able to see what the different schemes look like as well as cost implications.

Council Member Dunn who served on the Architect Selection Committee, stated that the members were trying to think far into the future so there will not have to be more changes later.

Mayor Pro-Tem Miller stated that Mr. Johnson and his staff were doing an excellent job and were very professional and explained that the plan is very preliminary and that The East Group is still working to come back to the Council with a full plan and the Council will be given options before going forward.

Council Member Little asked what the time frame was, and Mr. Johnson responded that at this time everything was still on schedule and pointing towards the end of May 2004 for being able to bid out the project.

2004 CITY COUNCIL MEETING SCHEDULE – APPROVED

The City Council was presented with the following 2004 City Council meeting schedule for their consideration:

PROPOSED 2004 CITY COUNCIL MEETING SCHEDULE

(All Meetings To Be Held at 7:00 In The City Council Chambers Unless Otherwise Noted)

January 5--6:00 PM

January 8

January 15--4:00 PM (Workshop Meeting Re: CIP)

*January 19 (Martin Luther King, Jr. Holiday)

January 22—4:00 PM (Workshop Meeting Re: CIP)

January 29—4:00 PM (Workshop Meeting Re: CIP)

February 9—6:00 PM

February 12

February 23

*March 8 6:00 PM (Congressional City Conference)

March 11

March 22

April 5—6:00 PM

April 8

April 19

May 10—6:00 PM
 May 13
 May 24

June 7—6:00 PM
 June 10
 *June 21

July 5—6:00 PM
 *July 8
 *July 19

August 9—6:00 PM
 August 12
 August 23

September 6—6:00 PM (Labor Day Holiday)
 September 9
 September 20

October 11—6:00 PM
 October 14
 *October 25 (NCLM Annual Conference)

November 8—6:00 PM
 *November 11 (Veterans Day Holiday)
 November 22

December 6—6:00 PM
 December 9
 December 20

NOTE: The meeting dates listed are in accordance with the City Code. The January 15, 22 and 29 meetings were scheduled by City Council on October 6 in order to receive CIP information. The items that have an * have conflicts. Traditionally, the Council meetings have been canceled when they conflict with a holiday, National League of Cities meeting, or a North Carolina League of Municipalities meeting. It has also become tradition for the last meeting in June and the July meetings to be canceled. All of the meetings with known conflicts are marked with an *. When adopting the proposed schedule, please indicate if you wish to cancel the meetings noted by an *.

City Council directed City Attorney Holec to prepare an ordinance amendment stating that the time of the third meeting of each month would be 6:00 P.M.

Motion was made by Council Member Dunn and seconded by Mayor Pro-Tem Miller to approve the meeting schedule with the removal of the “*” dates as being meeting dates. Motion carried unanimously.

REVIEW OF NOVEMBER 13, 2003 CITY COUNCIL AGENDA

Motion was made by Mayor Pro-Tem Miller and seconded by Council Member Dunn to continue item 2 to the February 12, 2004 City Council Meeting and to approve items 20 and 21 of the November 13 agenda. Motion carried unanimously. Those items included:

2. Consideration of an ordinance to rezone a 1.377 acres lot, located within Greystone Mobile Home Park, adjacent to the eastern right of way of East Shelbrook Drive, south of

Fire Tower Crossing Shopping Center and west of Evans Mobile Home Park, from R6MH to CG.

20. Consideration of a resolution to abandon a Greenville Utilities Commission electric easement at the Old Wendy's/Monkster's on Greenville Boulevard (Resolution No. 03-49)

21. Consideration of a resolution to abandon a Greenville Utilities Commission water easement at Singleton Office Park (Resolution No. 03-50)

Mayor Parrott with the consensus of the Council asked the City Clerk to contact Henry McNeese and find out he is still interested in serving on the Firemen's Relief Fund Committee.

The Council did a cursory review of the other items on the November 13, 2003 City Council agenda and reviewed the appointments to Boards and Commissions

COMMENTS FROM MAYOR AND CITY COUNCIL MEMBERS

Council Member Little read a poem and reminded everyone that November 11th is Veterans' Day and to take time and thank those who have served our country.

Council Member Glover informed everyone that the West Greenville Regional Resources, Inc. had their first fundraiser and thanked all the citizens and businesses who donated to the center and invited everyone to visit the center and see what the children are doing.

CITY MANAGER'S REPORT

Report on Halloween Costs

City Manager Davis reported that the estimated City cost for Halloween night was \$22,000.

Fire/Rescue Chief Retirement and Hiring Process

City Manager Davis reminded the City Council that Fire/Rescue Chief Roy Spell had announced his retirement at the previous City Council meeting was technically retiring December 31, 2003 and had agreed to hold over until the position of Chief is filled. City Manager Davis informed the Council that staff would begin a recruitment process and will use an assessment center, which is a very rigorous process. City Manager Davis stated that the hiring process should be completed, in terms of making an offer to a candidate, sometime in March. City Manager Davis added that everyone would miss Chief Spell and the many good things that he brought to the City. City Manager Davis then called on Chief Spell for his comments.

Chief Spell informed the City Council that he had been a public servant for close to 34 years and God had truly blessed his family and himself. Chief Spell stated that the decision to retire was made by his family but that he had been truly blessed in Greenville to work with the greatest department in this great state and this country. Chief Spell further stated that the Greenville Fire/Rescue Department has outstanding individuals who work for the great City. Greenville has

a fantastic Council and a fantastic City Manager that he counted as a friend, and that it was truly a pleasure to have worked during his career with Fire/Rescue service in Greenville. Chief Spell explained that he would continue to be a public servant because of a higher calling for the ministry that he and his wife are involved in not only here in Greenville but also in Wilson and Durham.

Mayor Parrott stated that Chief Spell had brought a lot of credibility to Greenville as a statewide representative, and the City of Greenville appreciates everything he has done for the City.

December City Council Meeting Schedule (Council Members Council and Glover at NLC on December 11)

City Manager Davis informed the Council that Council Members Glover and Council would be at the National League of Cities meeting on Thursday, December 11, which is the regular Thursday meeting in December and asked if the Council wanted to hold the meeting or reschedule the meeting for Monday, December 15, 2003.

Motion was made by Council Member Council and seconded by Mayor Pro-Tem Miller to reschedule the meeting to December 15 at 7:00 p.m. Motion carried unanimously.

Reminder of Veterans Day Celebration – Parade at 9 AM and Ceremony on Town Common at 11 AM

City Manager Davis reminded everyone that there will be a Veterans' Day celebration on November 11, 2003 with a parade beginning at 9:00 a.m. and ceremony on the Town Commons at 11:00.

Reminder of Moye-Hooker Dedication Ceremony – Friday, November 21, 2003, at 12 Noon

City Manager Davis reminded the City Council of the Moye-Hooker Dedication Ceremony to be held on Friday, November 21, 2003 at 12:00 Noon.

CLOSED SESSION

Motion was made by Council Member Little and seconded by Council Member Craft to go into closed session (1) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, said law rendering the information as privileged or confidential being the Open Meetings Law, and (2) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Motion carried unanimously.

RETURN TO OPEN SESSION

Motion was made by Mayor Pro-Tem Miller and seconded by Council Member Council to return to open session. Motion carried unanimously.

ADJOURN

Motion was made by Council Member Craft and seconded by Council Member Miller to adjourn the meeting at 10:30 p.m. Motion carried unanimously.

Respectfully submitted,

Wanda T. Elks, CMC
City Clerk